

FINAL

**THE THIRD TAXING DISTRICT
DECEMBER 20, 2004
REGULAR MEETING**

ATTENDANCE: David Brown, Chair; Paul Coggin; John Stoops, treasurer

STAFF: George Leary, General Manager

OTHERS: Larry Dennin, District Counsel; James Murphy, Murphy Associates

Mr. Brown called the meeting to order at 7:15 p.m.

PUBLIC COMMENT

There were no members of the public present.

APPROVAL OF MINUTES OF MEETING OF NOVEMBER 15, 2004

**** MR. BROWN MOVED TO ACCEPT THE MINUTES AS SUBMITTED**
**** MR. COGGIN SECONDED**
**** MOTION PASSED UNANIMOUSLY**

GENERAL MANAGER'S REPORT

OPERATING REPORTS

Mr. Leary reviewed his written report. He noted that as of today they are up to date on their cash statements.

**** MR. BROWN MOVED TO TAKE THE AGENDA OUT OF ORDER**
**** MR. COGGIN SECONDED**
**** MOTION PASSED UNANIMOUSLY**

PROPERTY AND CASUALTY INSURANCE RENEWALS

Mr. Jim Murphy of Murphy and Associates distributed and reviewed the renewal packets.

- ** MR. COGGIN MOVED TO ACCEPT THE PROPERTY AND CASUALTY INSURANCE RENEWAL AS SUBMITTED BY MURPHY AND ASSOCIATES SUBJECT TO THE VARIOUS MODIFICATIONS DISCUSSED INCLUDING INCREASING THE CONTENT VALUE OF THE HISTORIC CEMETERY FROM \$50,000 TO \$250,000 FOR A TOTAL PREMIUM COST OF APPROXIMATELY \$116,000**
- ** MR. BROWN SECONDED**
- ** MOTION PASSED UNANIMOUSLY**

GENERAL MANAGER'S REPORT (continued)

2004 DRAFT AUDIT

Mr. Leary asked the Commissioners to provide their comments to him by January 15th. The Commissioners discussed the draft audit, but no further action was taken at this time.

CHANGES IN POWER COST AND FUEL ADJUSTMENT

The Commissioners discussed this item and Mr. Coggin said that in the long term they can't support an increase in the fuel adjustment without a well defined, easy to understand plan to look at the base rate. Mr. Stoops suggested breaking down the price increase by accounts (residential/commercial).

Mr. Leary will provide a rate adjustment schedule for the January meeting.

- ** MR. BROWN MOVED TO INCREASE THE FUEL ADJUSTMENT FROM 8 TO 22 FOR THE PERIOD OF JANUARY 1, 2005 THROUGH MARCH 31, 2005 WITH THE UNDERSTANDING THAT BY THE NEXT MEETING, MR. LEARY WILL COME BACK WITH A PLAN TO ADD ANY ADJUSTMENTS NECESSARY TO THE BASE TARIFF RATE**
- ** MR. COGGIN SECONDED**
- ** MOTION PASSED UNANIMOUSLY**

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METER TRUCK PURCHASE

Mr. Leary said that 45 dealers were invited to bid, but only 2 bids were received. After some discussion regarding the type of truck to purchase, no vote was taken.

PLOWING BIDS

- ** MR. BROWN MOVED TO HIRE PHIL'S MAIN ROOFING TO DO PLOWING FOR THE 2004-2005 WINTER SEASON**
- ** MR. COGGIN SECONDED**
- ** MOTION PASSED UNANIMOUSLY**

WORK PLAN DISCUSSION

Mr. Leary discussed the work plan, big and small in order of importance. Mr. Coggin asked Mr. Leary for a date to complete the Norden generation project.

ACCOUNTING SERVICES ENGAGEMENT

Mr. Leary distributed a letter of engagement from Accurate Accounting Services.

- ** MR. COGGIN MOVED TO APPROVE THE SUM NOT TO EXCEED \$40,000 FOR ACCURATE ACCOUNTING SERVICES AS OUTLINE IN THEIR ENGAGEMENT LETTER DATED DECEMBER 20, 2004 FOR THE CALENDAR YEAR JANUARY 1, 2005 THROUGH DECEMBER 31, 2005**
- ** MR. BROWN SECONDED**
- ** MOTION PASSED UNANIMOUSLY**

CONSERVATION & RENEWABLE ENERGY

Mr. Leary said that this is a continuation of Mr. Coggin's proposal to do a solar project demonstration. Mr. Sculley would like to do a demonstration. Mr. Coggin suggested setting up a contest for students.

Mr. Brown would like more information.

A special meeting was scheduled for January 10, 2005 so that Mr. Scully could make a presentation to the Commissioners.

MENTORING PROJECT

Information was included in everyone's packets. The Commissioners were receptive to the project and asked Mr. Leary to move forward.

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POLICIES – AGENDA, FUNDS DISBURSEMENT

Mr. Leary explained that the disbursement item was on the agenda, because there was a problem getting paychecks signed.

**** MR. BROWN MOVED THAT THE FUNDS DISBURSEMENT POLICY BE CHANGED THAT THE DISBURSEMENT OF PERSONNEL PAYROLL CHECKS, WHEN TWO COMMISSIONERS WERE NOT AVAILABLE, AFTER A REASONABLE EFFORT WAS MADE, THAT THE GENERAL MANAGER WAS AUTHORIZED TO SIGN AS THE SECOND SIGNATORY**

Mr. Coggin said that he would provide further recommendations.

**** MR. BROWN WITHDREW HIS MOTION**

The Commissioners discussed the Agenda portion of this item.

**** MR. COGGIN MOVED TO ADOPT THE POLICY REGARDING CREATING AND THE POSTING OF AGENDAS FOR REGULAR MEETINGS AND THE MINUTES OF THE REGULAR MEETINGS AND AMENDED IN THE MEETING PACKAGE AND FURTHER AMENDED BY THE TEXT SUBMITTED BY MR. COGGIN**

**** MR. BROWN SECONDED**
**** MOTION PASSED UNANIMOUSLY**

**** MR. BROWN MOVED TO ADD THE FOLLOWING ITEM TO THE AGENDA**

**** MR. COGGIN SECONDED**
**** MOTION PASSED UNANIMOUSLY**

APPRENTICE LINEMAN POSITION

Mr. Leary said that he would provide a recommendation at the next meeting.

LINEMAN FUNDING

Mr. Leary will pursue this item and provide a draft follow up. No votes were taken.

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ADJOURNMENT

There was no further business and the meeting was unanimously adjourned at 10:45 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services